

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Forest Monitoring Specialist	
		Division and/or Subdivision Forest Biometrics Program	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Sacramento	
		Class Title of Position Senior Environmental Scientist (Specialist)	
		Position Number 541-720-0765-007	
		Effective Date February 24, 2022	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
35%	Under the direction of the Biometric Program Manager (Forester III), the Forest Monitoring Specialist is responsible for coordinating the California Forest Inventory Analysis (FIA) Intensification Project contracts and collection agreements, assisting with analysis/reporting on forest conditions using FIA data, and supporting environmental assessment functions to support decision making for all Department of Forestry and Fire Protection (CAL FIRE) programs including, but not limited to, Demonstration State Forests, Forest Practice, Climate and Energy, and the Fire and Resource Assessment Program (FRAP). Specific job duties include the following: *Primary responsibility for California FIA Intensification contract administration, to include negotiating, initiating and managing multiple state-wide field data collection contracts and the collection agreement with the U.S. Forest Service (USFS), Pacific Northwest Research Station. *Serve as a primary contact for FIA data collection contractors and provide coordination with federal partners, including, but not limited to, pre-field preparation, landowner communication, materials purchasing, access permitting, contractor training and field quality control checks.		
25%	*Work independently and as part of a larger team to develop data analysis tools for reporting FIA data trends to the Board of Forestry and Fire Protection as well as the Wildfire and Forest Resilience Task Force. *This will include working with USFS on standard reporting metrics and developing data visualization methods for better understanding forest health trends. *Integrate techniques from statistical analysis, remote sensing, image processing and analysis, forest inventory, geographic information systems (GIS), geospatial analysis, database operations, and computer science to draw summaries and inferences regarding experimental hypotheses and contribute to reports and scientific manuscripts (e.g. annual forest carbon reports, 5-year forest health reports, etc.). *This work may also support or involve data from the FIA Timber Products Output Program, FIA National Woodland Owner's Survey and general FIA data improvements such as small area estimation. *These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: See page 2			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____		Date _____	
Supervisor Signature _____		Date _____	
Personnel use only <input type="checkbox"/> Posted to Directory		Initials and date _____	

Working Title of Position
Forest Monitoring Specialist

Percentage of Time
Required

Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

25%

*Serve as a subject matter expert in forest monitoring and research using FIA and other data sources. *This may include assisting with research and monitoring on State Forests and monitoring projects with partners from State and Federal agencies. *Provide analytical support for modeling growth and yield, changes in stand structure, impacts of vegetation structure changes on fire behavior, and other forest attributes using Forest Vegetation Simulator (FVS) or other types of vegetation models.

10%

*Assist with development of the Forest and Range Assessment report. Provide primary support for data analysis and visualization; report layout and design, authorship of assigned sections, and general review and editing of composite report. Attend relevant trainings, conferences and meetings, which may require travel.

5%

Other job-related duties as assigned, in accordance with the class specifications. May include non-fire line assignments on wildfire incidents or post fire damage assessments pending appropriate training and Incident Command System (ICS) qualifications.

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Job qualifications and/or conditions of employment: **This position may require travel up to 10% of the time. This travel may be local or statewide and may result in overnight stays.**

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature

Date

Supervisor Signature

Date

Personnel use only

☐ Posted to Directory

Initials and Date